

PROCEEDINGS OF THE BROWN COUNTY
PUBLIC SAFETY COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Public Safety Committee** was held on Wednesday, June 26, 2013 at Brown County Sheriff's Department, 2684 Development Drive, Green Bay, Wisconsin.

Present: Chair Buckley, Supervisor Clancy, Supervisor Nicholson
Excused: Supervisor Carpenter, Supervisor Zima
Also Present: Cullen Peltier, Al Klimek, Troy Streckenbach, Todd Delain, Don Hein, Lynn Vanden Langenberg, Dave Lasee

I. Call meeting to order.

The meeting was called to order by Chair Patrick Buckley at 5:47 p.m.

II. Approve/Modify Agenda.

Motion made by Supervisor Clancy, seconded by Supervisor Nicholson to amend the agenda to take the Sheriff's portion of the agenda following Item III. Vote taken. MOTION CARRIED UNANIMOUSLY

III. Approve/Modify Minutes of May 1, 2013.

Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Although shown in the proper format here, the Sheriff's portion of the agenda was taken at this time.

1. Review Minutes of:

- a. Fire Investigation Task Force General Membership (March 7, 2013)
- b. Fire Investigation Task Force Board of Directors (March 21, 2013)
- c. Local Emergency Planning Committee – LEPC (March 12, 2013)

Motion made by Supervisor Clancy, seconded by Supervisor Nicholson to suspend the rules and take Items 1 a – c together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file Items 1 a – c. Vote taken. MOTION CARRIED UNANIMOUSLY

Comments from the Public. None.

District Attorney

2. Update regarding the contract attorney and contract legal assistant position previously approved by the Board.

DA David Lasee updated the Committee regarding the Drug Task Force position and in doing so introduced Attorney Carley Miller. Ms. Miller is the attorney that has been contracted with to help clean up the drug backlog. Miller started on June 1 and at that time there were 607 drug-related backlogged cases. As of this date 27 of those cases have been directly disposed of by Miller and a total of 56 have been disposed of all together. It is obvious there has been an increase in getting rid of the backlog since Miller has been brought on. This is on pace for over 300 cases for the year. Lasee also indicated that Miller has a very competent legal assistant that has been contracted with as well and he thanked the Committee for the support they have given in getting this position.

Clancy asked if they have the electronic updating ordered and Lasee stated that it is on order but there have been some issues on the IT end as there has been some turnover in that department. He noted that there would be a 1 – 2 month adjustment period once the software is installed. County Executive Troy Streckenbach stated that there are currently at least 30 projects going on in IT at this time and stated that the DA software is a priority and will be handled as soon as possible.

Buckley welcomed Miller and asked for updates every three months, however, Nicholson would like to have a monthly update as he felt it was important to have figures to report out to his district to show the reason why funds were spent to bring on additional staff.

Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Public Safety Communications

3. Budget Status Financial Report for April, 2013.

Public Safety Communications Director Cullen Peltier reported that his department is tracking well at this point and they are currently running about 42% percent of budget.

Nicholson asked Peltier if he sees any issues that may create problems and Peltier responded that ultimately at the end of the year his department probably will have a slight overage in overtime but this should be offset by being under budget in regular wages.

Motion made by Supervisor Clancy, seconded by Supervisor Nicholson to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

4. Resolution re: Change in Table of Organization Public Safety Communications Assistant Director of Public Safety Communications.

Peltier stated that this item has been on the agenda several times. Last time this was on the agenda they looked at how to increase the level of the position and some changes were also made to the position description that was originally brought before the Committee. The position has been refactored and is now at a Grade 24, Step 3. The previously eliminated position that Peltier is looking to replace was at a Grade 20, Step 2. Clarification has also been made in the description that this position will be in charge of the training program as this was one of the things that was looked at in the original report. It has also been made clear that this position will provide direct supervision of the communications supervisors and also divvy up how that role will be addressed or who will be reporting to whom. There have also been changes to the education and experience portion which are set forth in the description.

Interim HR Director Lynn Vanden Langenberg stated that this position would be posted for 30 days but if a more national search is desired it will take longer to get applications. It will still be several months before someone is hired for this position.

Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

5. Director's Report.

Peltier stated that they are currently down three full-time positions as two people have transferred to the Human Services Department effective early in July and one telecom has retired. Recruitment is currently open for these positions and there are two left on the eligibility list and ongoing screening will be continuing until July 28.

Peltier also reported that his department is currently working with AT & T on another tower rental agreement and this has been forwarded to Corporation Counsel for review.

Peltier also stated that NWTC has begun their dispatch classes and has had one class of 10 so far. This is a preferred status for new recruitments and at some point will be made a required status.

Peltier also indicated that they have completed the documentation for the wage and class study that they were directed to do by Human Resources. In addition, they are implementing their employee evaluation process and have all of the standards done and supervisors are currently scheduling interviews with their employees to continue this process.

Peltier also stated that they will be moving forward with the new schedule that was presented to the Administration Committee a few months ago. They will also be working on picking shifts in the next couple of months.

Peltier concluded by reporting that his staff performed very well in the recent fire call at Hilltop Drive apartments and he heard very positive remarks on this and wished to commend all of the staff that participated as they did an excellent job. They did participate in the Green Bay Metro Fire Department's post incident analysis and they also had very positive remarks regarding how the event was handled by staff.

**Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Sheriff

6. Budget Status Financial Report for April, 2013.

Chief Deputy Todd Delain stated the Sheriff's Department budget is looking good; however, there was one item they could not plan for that has affected the budget. He explained that revenue from the jail and the pay to stay and inmate processing is down significantly. This is because there was a court challenge last year regarding when an inmate can be charged the stay to pay rate. The court ruled that counties could not collect on the pay to stay until after the inmate has been convicted. Previously when an inmate had money put on their account, a portion went towards canteen and the rest went back to be applied to what they owed the County. Now the County is not allowed to take any of that money until an inmate is convicted by the court ruling. This policy went into effect in January, 2013 and the jail budget was set well before that time and was set based upon historical data for the five years prior. The good news is that there has been a significant push to optimize the juvenile housing so the revenues for juveniles is up tremendously which has resulted in a wash.

Delain continued that several weeks ago he and Accountant Don Hein went through the budget and they feel that the budget overall is going very well and as of this time they are projected to be within 1 – 1 ½% of budget. Accountant Don Hein stated that the concern is the jail revenue as Delain explained but thankfully the juvenile revenue is offsetting this.

**Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

7. **Budget Adjustment Request (13-43) Category 2: Change in any item within Outlay account which requires the reallocation of funds from any other major budget classification or the reallocation of Outlay funds to another major budget classification.**

This budget adjustment is a request to increase contracted services for the wall removal at the DTF offices and for the scanning/archiving of DTF files from 2004 – 2010 by an outside vendor. These expenses are offset by a deduction in DTF outlay, made possible because the costs for dictation equipment were significantly less than budgeted.

**Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to approve. Vote taken.
MOTION CARRIED UNANIMOUSLY**

8. **Budget Adjustment Request (13-52) Category 5: Increase in expenses with offsetting increase in revenue.**

This budget adjustment is a request to increase donations revenue to reflect \$3,000 received from the Walmart Foundation and offset that with an increase in equipment to purchase a portable computer for use on the Sheriff's patrol motorcycle.

**Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to approve. Vote taken.
MOTION CARRIED UNANIMOUSLY**

9. **Sheriff's Report.**

Delain stated that one thing Sheriff Gossage wanted him to stress was that he indicated to this Committee and the County Board that he would implement the evaluations with the step increases and in this regard, 29 evaluations have been completed for the correctional staff that were in the step program and they have all received satisfactory or positive evaluations.

**Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Medical Examiner

10. **April through June, 2013 Brown County Medical Examiner Activity Spreadsheet.**

Medical Examiner Al Klimek stated his office is keeping the DA's office busy with heroin deaths and this is becoming quite a large problem not only in Brown County but throughout the State as well. A lot is being done to address this issue and there will PSAs at the State level to make people aware that people are dying as a result of heroin usage. This is affecting Klimek's office because there are a number of expenses that go along with a heroin death such as full autopsies with toxicology and numerous other testing and testifying. Other than the heroin issue, Klimek reported that overall their investigations are in line with last year's numbers.

Buckley asked what the procedures were for an employee on call and specifically referenced a call in which the on call staff was working another job and had to leave that other job and respond to the medical examiner call in the uniform of the other job. Klimek stated he was familiar with that call and that investigator did work up until 6:00 p.m. and then her investigation shift started at that time and she was in the process of going from one point to another to change and she did show up at the hospital with her medical examiner jacket on which would have covered any identification from her other job. This has been addressed with the employee and has been handled. Buckley stated it was

his understanding that there was quite some time from the time the call came in until the examiner had a chance to respond because she had to wait until she could punch out from her current job. Klimek stated that there would have been somebody else scheduled during that time and his employees are not allowed to be working at a primary job and also be on call for the medical examiner's office. He stated that there are expectations with regard to response time as well as how an employee appears when they respond.

Buckley also asked if there are interns working with these examiners and Klimek stated that on occasion they do have some people that job shadow with the medical examiner's office. Buckley asked if these interns carry some sort of ID and Klimek stated that they get a jacket but they do not have any sort of an ID card. He showed the Committee the last ID he was issued by Brown County and it was quite old. He stated that he has talked about having a professional ID as they do not wear a uniform so to speak and he feels that a professional ID that hangs on a lanyard would be appropriate, especially since they are tasked with knocking on doors in the middle of the night at times. Nicholson suggested that Klimek come up with some options and bring them back to the next meeting for the Committee's review. Buckley agreed that this would be a good idea and also wanted to make sure that any interns are also identified.

Nicholson asked Buckley who had brought the incident referred to above to his attention and Buckley stated that Supervisor Fewell mentioned this to him. Nicholson stated that Fewell has had a negative attitude towards the medical examiner's office since he has been in office. Buckley felt this was a legitimate issue and as soon as he was notified of this he followed up and checked out some of the timing. Nicholson felt that Fewell has a personal agenda against the medical examiner and this has been brought forward six to seven years ago and he felt that Fewell should put in a communication if he has issues with the medical examiner's office. Buckley informed that he told Fewell he would address it and that is the reason it was brought forward at this time.

**Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to receive and place on file.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Circuit Courts, Commissioners - No agenda items.

Clerk of Courts – No agenda items.

11. Audit of bills.

Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to approve the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

12. Such other matters as authorized by law. None.

13. Adjourn.

**Motion made by Supervisor Nicholson, seconded by Supervisor Clancy to adjourn at 6:22 p.m.
Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio
Recording Secretary